



## FIRST EPISODE PSYCHOSIS SERVICES FIDELITY SCALE AND MANUAL

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# APPENDIX H: SELF-ASSESSMENT INSTRUCTIONS

The First Episode Psychosis Services Fidelity Scale 1.0 is a 35-item scale designed to assess the quality of First Episode Psychosis Services. Each item has a clear definition and is rated on a five-point interval scale. Each rating interval is defined with precise boundaries. The self-assessment process requires the same data, obtained from the same sources, as an externally rated fidelity assessment. The data for rating each item comes from one of three sources.

## 1. Health Record Review

- i. 13 Components including:
  1. 11 Components from 10 random health records covering
    - a. Services provided to all patients
  1. 2 Components from the last 5 patients hospitalized covering
    - a. Hospital outpatient communication

## 2. Administrative data

- i. 8 Components covering:
  1. Staffing
  2. Area served
  3. Admissions and discharges
  4. Templates

## 3. Interview

- i. 14 Components covering:
  1. Training
  2. Practice patterns
  3. Team functioning

Training to understand and use the scale will help you to organize the task and make the ratings more reliable and the results more useful.

## 1. Components rated from health records

There are 13 components rated from data abstracted from health records. 13 of these components are rated from a sample of 10 randomly selected records of patients who have been in the program for at least one year. The components represent services that all patients should receive. Two components assess communication between inpatient and outpatient services and are rated based on information abstracted from the health records of the last 5 patients who have been hospitalized. The data abstraction can be done by a person who is not a clinician, and the process does not require knowledge of the scale and rating criteria.

<b>Component Number</b>	<b>Component</b>
4	Assigned Case Manager/Care Coordinator
14	Timely Contact with Referred Individual
15	Family Involvement in Assessments
16	Comprehensive Clinical Assessment at Enrollment
17	Comprehensive Psychosocial Needs Assessment
18	Treatment/Care Plan after Initial Assessment
19	Antipsychotic Medication Prescription
20	Antipsychotic Dosing within Recommendations
22	Patient Psychoeducation
23	Family Education and Support
26	Annual Comprehensive Assessment
33	Communication between FEP and Inpatient Services
34	Timely Contact after Discharge from Hospital

There is a template in the First Episode Psychosis Fidelity Scale Manual that can be used to abstract the data from the health record. The data abstraction form is designed to collect data reliably. It is easier if it is abstracted by someone familiar with the health record and where specific information can be found in the health record. If needed a clinician can orient the data abstractor to the health record. There is specific training available for the health record abstractor in the FEPS-FS 1.0 training program. For the person completing the rating, the abstracted data needs some interpretation. For example, the doses of antipsychotic medication prescribed needs to be added up and compared with the approved dose. A list of antipsychotics and their approved doses can be found in the First Episode Psychosis Fidelity Scale Manual. These lists and doses are country specific.

## 2. Components rated from administrative data

These components describe the structure of the program that is the goal of the program and the resources available to achieve the goal.

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<b>Component Number</b>	<b>Component</b>
2	Patient-to-Provider Ratio
8	Explicit Diagnostic Admission Criteria
9	Population Served
10	Age Range Served
11	Duration of FEP Program
12	Targeted Education to Health/Education/Social Service/Community Groups
13	Early Intervention
31	Patient Retention

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There is a list of documents that typically have the data required to complete the structural components.

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Geographic area served and area population

List of program staff, titles, and full time equivalents that they give to program

Age range served by program

Diagnostic admission criteria

Total number of current patients

Numbers in each diagnostic category

Number of patients who have left program in last year

Number of patients who left the program in their first year

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### 3. Interview

Fourteen components of the First Episode Psychosis Services Fidelity Scale 1.0 are rated from the interview. These questions cover components that assess staff training, practice patterns and team functioning. The full interview is available from the Manual. The team leader should be interviewed about all the components, but staff only need to be interviewed on the specific questions that address their role. When using the interview template it is important to refer to the staff role using the terminology that you use in the program. Also use the terminology of the program when referring to patients/clients. In some programs peer support workers deliver evidence-supported programs such as patient psychoeducation.

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<b>Number</b>	<b>Component</b>
1	Practicing Team Leader
3	Services Delivered by Team
5	Psychiatrist Caseload
6	Psychiatrist Role on Team
7.	Weekly Multi-disciplinary Team Meetings
21	Clozapine for Medication-Resistant Symptoms
24	Cognitive Behavioral Therapy (CBT)
25	Supporting Health Management
27	Services for Patients with Substance Use Disorders
28	Supported Employment (SE)
29	Supported Education (SEd)
30	Active Engagement and Retention
32	Crisis Intervention Services
35	Assuring Fidelity

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